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<b>Purpose</b>	Describe the method developed for identifying possible dual participation and how this tool is used.
<b>Dual Participation Requirements</b>	To ensure that program funds are used effectively, each state is required to have a method of detecting potential dual participation.
<b>Identification of Possible Dual Participants</b>	Identification of possible dual participation is made through a computer comparison of names and birth dates of persons participating in the WIC Program. Client information is entered into the WIC computer system at the time of application. A report of possible dual participants as a result of this comparison of data is printed at the State WIC Office at least quarterly.
<b>Identification of Possible Dual Participation Between NE WIC and CSF Program</b>	Identification of possible dual participation is made through a computer comparison of names and birth dates of persons participating in the WIC and CSF programs in Nebraska. CSF client information is entered into a database and compared with the WIC database. A report of possible dual participants as a result of this comparison of data is printed at the State Office bimonthly.
<b>Identification of Possible Dual Participation Between NE WIC and Bordering States and ITO's</b>	Identification of possible dual participation is made through computer comparison of data elements identified by the states and ITO's for each person participating in the WIC Program. A report of possible dual participants as a result of this comparison of data is printed at least quarterly and provided to the other state(s)/ITO(s) involved.
<b>Working the Possible Dual Participation Report</b>	<p>The initial review of the report will be done by State WIC staff. Local agencies will be contacted for additional information and follow up with clients determined to be actual dual participants.</p> <p>The steps to be followed when working the Dual Participation Report are listed below.</p>

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**Working the Possible  
Dual Participation  
Report (cont.)**

<b>Step</b>	<b>Action</b>
1	Determine the current status of the individuals involved. This may necessitate contacting one or more local agencies.
2	If the client is participating at two agencies check with the agencies to determine the current status of the client.
3	Attach any supporting documentation to the possible dual participation report.
4	If no dual participation is identified stop here.
5	If dual participation is identified continue by beginning a Participant Integrity Follow up Form.
6	Forward the Participant Integrity Follow up Form with other information collected to the applicable local agency(ies) for follow up with the client.
7	After follow up with client the original forms should be placed in the client's file and copies sent to the State WIC Office.
8	Sanction points, disqualification, and/or a claim will be assessed by state staff according to established procedures.